

City of Milpitas
Unapproved Minutes
Telecommunications Commission
March 12, 2005

I. Call to Order & Roll Call:

Telecommunications Commission Chair Albert Alcorn called the work session to order.

Members Present: Albert Alcorn, N. Gupta,
G. Ali-Santosa, P. Peterson,
D. Gupta, V. Mathur

I.S. Staff: B. Marion, E. Pasion

Members Absent: R. Gopalaraa, A. Ettinger, I. Munir,
W. Lam

City Council: A. Gomez

II. Pledge of Allegiance:

The members of the Commission recited the Pledge of Allegiance.

III. Announcements:

No announcements made for the record.

IV. Approval of the Agenda:

Motion to approve the agenda.

M/S P. Peterson / V. Mathur Ayes: 6

**V. Approval of the Minutes
February 28, 2005**

Motion to approve the minutes as submitted.

M/S P. Peterson / V. Mathur Ayes: 6

VI. Citizen's Forum

No comments made for the record.

VII. Continued-New Business:

1. Telecom Work Session.

Chair Alcorn welcomed the members of the Commissioners to the Telecom work session. The work session would focus on updating the existing telecommunications master plan. The results would be reported back to the city council to show the recent accomplishments of the commission.

Bill Marion, Director of Information Services, began the work session by reviewing the historical development of the telecommunications master plan document completed first completed in 1995 and its revision in 2003. The Commission reviewed of the history of the master plan document, reviewed the cellular tower planning process for the City's planning department,

reviewed of technology in the new city hall, expansion of the city's fiber communications network, creation of the information services department and creation and development of the city's first internet website.

As the work session progressed staff updated a revised version of the telecommunications master plan that would be shared with the rest of the commission.

The Commission also reviewed the 2003 telecommunications master plan document. At that time the group discussed adding the following items to the master plan document: expansion of the city's cable channels for public and educational use, public information as it relates to emergency notification to multi-lingual notification and staffing by information services staff in the city's emergency operation center, application development and the expansion of geographical information systems (GIS).

Staff began the discussion with review of the current version of the Milpitas telecommunications master plan document.

In the area of Telecommunications staff reported to the Commission it is currently working on continued expansion of the city's fiber communications network. Expanded coverage has included the city's senior center, sports center complex, fire stations 2 and 4 and the future new city library on Main street. Work is also in progress in the future development of the city's telephone system as well as providing continued support of the existing phone system. Development and implementation is on going involving the city's wireless data communications network. The city has developed wireless data network for public safety and dispatching use. The city has also added a wireless remote monitoring device at the McCarthy Ranch pumping station for remote monitoring. The city's police and fire departments have recently added new and improved mobile data hardware and software. The next evolution of the wireless data network will involve the city's public works department.

In the area of non-public safety and general telecommunications planning is ongoing. The expansion of the city's 802.11b Tropos wireless data communications network continues to expand and evolved and improvements are continuous to aid in the city's data coverage. Staff is considering the possible use of voice over Internet protocol (VOIP) as a future use for the city's phone network coverage. The VOIP network is still being investigated for initial cost for implement but in the long run would reduce operational cost of the city's overall telephone system. In the meantime, information services staff continues to support the existing telephone network.

Chair Alcorn added that there have been instances where VOIP emergency calls have been routed out of state due to the server not being in a calling local area.

In the area of public safety equipment staff reported to the Commission that the city is currently retrofitting its hand-held radio equipment. Once completed the radios will have a ten-year equipment lifespan. Information services and public safety staff are reviewing the existing usage of future development.

The Commission asked of the ability for police officers to access photo images in the field. Staff reported that mobile access is currently limited to data only. The new version of the computer aided dispatch system will eventually allow for the integration of the images to be sent via the wireless network to mobile vehicles. Currently, staff is working with cellular service providers Verizon and Next G to assist in the expansion of the city's wireless network.

As part of the ongoing development of the city's Mid-town residential and retail project plans are being considered for the integration of a wireless public data network for that area. Staff reported that the Santa Clara County library system does operate and maintain its own public wireless network within its currently libraries.

The Commission requested to have the following added to the master plan planning and discussion. The Commission will provide support and guidance on various telecommunication projects brought before the group; provide annual review of the master plan document; develop a plan to review the master plan document for upgrading of information and planning every three years over a five year time frame to assure that the overall master plan is continually updated for future planning. As part of the ongoing review of the telecommunications master plan document, the Commission would be provided updates at the end of the calendar year. Starting in September to December of each year the Commission would review any updates or changes necessary to be added to the telecommunications master plan document.

Chair Alcorn suggested to the group consider reviewing new technology that would benefit the Milpitas community. One example was the impact of internet telephone 911 calls and video conferencing. Other technology applications could include interactive GIS maps, updated information for economic development, database information for school attendance as a public service. Continue to review and provide updates on the cable television franchise and the current and future application of high definition television programming.

Staff reported on the draft presentation information for the annual commissioners dinner. Input was requested to review the outline and provide staff with direction. A presentation slide would be shown at the dinner for each commission being recognized. Staff has requested that a final document be completed for the April 20th dinner presentation.

The Commission asked if a outline of the Information Services department would be needed to report as part of the Commission's presentation to the City Council. Mr. Marion reported that the City Council will be given a summary review of the Information Services Department at it annual budget review in May.

The Commission requested staff have the master plan document and the commission dinner presentation slide on the March 21 telecom agenda for discussion.

Motion to note receipt and file.

M/S V. Mathur / P. Peterson Ayes: 6

VIII. Adjournment of Meeting

The Commission adjourned the meeting to a work session on Saturday, March 21, 2005.

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